



RISK MANAGEMENT COMMITTEE

CITY OF CEDAR FALLS, IOWA
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MEMORANDUM

TO: Department and Division Managers
FROM: Cedar Falls Risk Management Committee
DATE: November 15, 2012
SUBJECT: Risk Management Committee Directive: Revised Hours for Part-time employees

The City of Cedar Falls, like many employers around the country, have to make difficult decisions that impact our employees due to the changes in the new health care laws. In order to lessen the economic cost to the public, the Cedar Falls Risk Management Committee has directed that all employees not classified as full-time employees shall be required to work no more than an average of 29 hours per work week on a yearly basis from December 1 to November 30 each year. This directive is effective December 1, 2012, and each division shall be required to maintain compliance.

Questions can be directed to the Administrative Services Department.